

Document No. 16  
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AUTH: 024

MEMORANDUM TO: Assistant Director for Operations

Subject: Organization of [REDACTED] Office of Operations

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1. Copies of memorandum dated 10 April 1947 from the Advisor for Management to the Assistant Executive Director, enclosing copies of a proposed Table of Organization for [REDACTED] have been furnished you separately.

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2. This memorandum has been approved, and the Executive for P&A directed to:

a. Make direct arrangements for the transfer to his branch of the functions of the Service Division now being operated by [REDACTED].

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b. Establish the positions shown in the tentative Table of Organization with the Civil Service Commission.

3. There will be no change in personnel ceiling currently authorized [REDACTED] pending reorganization and transfer of inappropriate functions. When transfers have been completed, personnel ceilings will be reduced accordingly.

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4. No promotions are authorized in [REDACTED] pending Civil Service Commission approval of positions, and employment of personnel within authorized ceilings will normally be restricted to at least one grade below those indicated in the tentative Table of Organization. Exceptions may be recommended for those positions where the Chief of Classification Section, Personnel Division, states that Commission approval of position in question is certain.

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5. No Reference Section has been authorized for [REDACTED]. The function proposed for this Section is the responsibility of the Reference Branch, ORE, which will assume this responsibility in the near future as soon as space and facilities permit.

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6. The intelligence requirements function proposed for [REDACTED] is the responsibility of the Office of Collection and Dissemination, which will assume this responsibility to the extent that it has not heretofore done so, as mutually to be arranged between your offices.

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7. The position of Chief [REDACTED] will not be authorized at this time. This recommendation may be renewed if and when the monitoring station, now at [REDACTED] is moved to the immediate vicinity of the [REDACTED]

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8. When [REDACTED] was surveyed by the Advisor for Management, he was informed that a percentage of the daily intake not included in its daily publications has heretofore been sent to the National Archives. Instructions were given that such material should be sent to ORE for processing, and filing in the Reference Branch.

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9. OCD has been instructed to make a further survey to determine whether the [REDACTED] services can be eliminated without undue adverse effect on the intelligence requirements of the recipients of that service. The provision for the [REDACTED] service included in the tentative Table of Organization will be re-examined, if necessary, upon receipt of further report from OCD.

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FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

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[REDACTED]  
COLONEL F.A.  
ASSISTANT EXECUTIVE DIRECTOR

Exec. for P&A  
Exec. Registry  
Central Records -2  
ICAPS-1  
[REDACTED]

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LTS/ml1  
I- 21 Apr. '47